

Notice: These minutes are paraphrased and reflect the proceedings of the Board of Commissioners. MCA 7-4-2611(2) (b).

MONDAY, JUNE 17, 2013

Audiofile

The Board of County Commissioners met in continued session at 8:00 o'clock A.M. Chairman Holmquist, Commissioner Scott and Krueger, and Clerk Robinson were present.

Chairman Holmquist led the Pledge of Allegiance.

Chairman Holmquist opened public comment on matters within the Commissions' Jurisdiction.

Present for public comment: AOA Director Lisa Sheppard, Randy Hoff, Brenda Talbert, Rosanne Taylor, Don Manning, Creta Lund, K. Harding, Sherry Haegele, Nick Stein, Birthe Kaltschmidt, Clerk Kile

Randy Hoff, 270 Farview Drive read the following letter to the Board of Commission from the Flathead Association of Senior Citizens.

FLATHEAD ASSOCIATION OF SENIOR CITIZENS, INC.
403 Second Avenue West Kalispell, Montana 59901
Telephone (406) 257-1598



June 17, 2013

Flathead County Board of Commissioners
Commissioner Pamela Holmquist
Commissioner Gary Krueger
Commissioner Cal Scott
800 South Main Street
Kalispell, Montana 59901

Dear Commissioners:

This is a follow-up on our letter to you dated April 25th. In that letter, we addressed the fact that we haven't had a written lease since the last one expired in 1999. We continue to operate without any clear guidance from the County on property we have dutifully maintained on our limited budget for over 45 years. We expressed our concern over the fact that the County has refused to assist us with major building repairs needed on the aged buildings that comprise the Senior Center property owned by the County.

As our County Commissioners, you have set precedent by spending taxpayer money on repairing and renovating a rented building for the Agency on Aging. Improving a building that the County does not own, but refusing to address the numerous safety and accessibility issues in the County owned Senior Center property baffles us. The symbolic rent we pay (one dollar per year) to the County becomes a substantially different number in reality when the expense of maintaining three very old buildings is factored in. With few exceptions, events we sponsor at the Senior Center become fundraisers by necessity. Instead of planning and providing enrichment programs, we must spend our time constantly seeking ways to bring in revenue to maintain our small part time staff and buildings. The Kalispell Senior Center, which currently serves as a meal site, is also a fitness and social center for the members of our community. Fellowship for seniors, many of who live alone, keeps them active and healthy. The Senior Center is the life-blood for many seniors in our area.

We liken our Senior Center to an old ship, which continually needs expensive repairs to keep afloat. Along with the ship, the crew has also aged. Creta Lund, a 25-year member, said it best when she wrote in an open letter to the Senior Center Board that ".....we are perceived as an old folks home-an old building with old folks with ideas from the past." She observed that we could spend lots of money to fix this "old folks home" up, but it's still not going to "cut it". Creta reminded us that the Flathead Valley Community College had a vision of creating Senior Fridays, where they provide lunch and instruction for seniors. This very successful program has attracted nearly 300 participants, according to a newspaper report, underscoring the need for a modern facility for senior activities.

Flathead Association of Senior Citizens, Inc. is a 501(c)(3) Non-Profit Organization

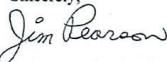
The point is that we need a more modern, senior accessible ship, built to attract younger crewmembers with new ideas, energy, compassion and support for the older crew. Otherwise our "ship" is in real danger of sinking.

At present, we are faced with the daunting task of repairing the rental house, which has been a substantial part of our annual revenue from rental payments, in order to make it suitable for a new tenant. It is well beyond a cleaning and painting job. Many years of band-aid fixes have left a very large repair/renovation job for our current membership. Since the County owns the property, we feel it is necessary and appropriate to have County Commissioners' input in this process. It would be financially imprudent for us to use up our "rainy day" savings for a property that may be sold and/or demolished in the very foreseeable future depending on your plans for the Agency on Aging and a future Senior Center. We request that you come, as a group, to see for yourselves what we are facing in the repair and cleaning of this rental house. We would appreciate an appointment with you to see the house and discuss the matter by July 15th.

Creta's letter to the Board finished with this: "The center has been a life saver for me. The people here have opened their arms wide to me. At home, I'm alone. When I am here I have fellowship." Times are changing. Creta and all our members know that change is necessary, even though it may be uncomfortable and challenging.

This is not a Senior Center building issue; this is a Community issue. We are asking for your help in serving current and future senior citizens in Flathead County. It is wise not only morally, but economically to help senior citizens remain healthy, active and valued members of our community. We need your guidance and support so we can move forward. Each day that the rental house remains empty represents income we must find elsewhere. Each day our old ship ages, struggling to keep afloat. What is your plan for the Kalispell Senior Center? We need assistance from our Council on Aging, which is a hat you wear as our County Commissioners. You are the landlords of this property, and we, as your tenants, urgently require your help on this issue.

We look forward to your response at your earliest convenience.

Sincerely,


JIM PEARSON
President

cc: County Administrator Mike Pence
County Agency on Aging Director Lisa Sheppard
Daily Inter Lake Reporter Ryan Murray

Don Manning stated he is a volunteer at the center as well as a retired building contractor. He reviewed bids pertaining to bringing the rental house back to what it should be. Currently it is a total disgrace he stated and said a slumlord would not own such a home. Manning explained what repair work needs to be done to the facility with original 1915 painting still in the building. He noted an estimate without plumbing repair would be approximately \$11,400.

No one else rising to speak, Chairman Holmquist closed the public comment period.

MONDAY, JUNE 17, 2013
(Continued)

MONTHLY MEETING W/ LISA SHEPPARD, AOA

9:00:06 AM

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Pamela J. Holmquist, Assistant Mike Pence, AOA Director Lisa Sheppard, Randy Hoff, Brenda Talbert, Rosanne Taylor, Don Manning, Creta Lund, K. Harding, Sherry Haegele, Nick Stein, Birthe Kaltschmidt, Clerk Kile

Sheppard reviewed the following monthly report with the commission.

AOA Administration

Budget

- FY 2013:
 - Admin staff worked closely with DPHHS staff to complete the revised FY 2013 state contract to reflect federal sequestration cuts and other needed budget changes.
 - Higher than anticipated fuel and technology costs required adjustments to the transportation portion of the budget
 - We requested adjustments to the county budget to align with the final revised DPHHS contract and allow for higher than anticipated transportation costs. County Commissioners approved the changes on 6/13/13.
- FY 2014:
 - **DPHHS contract:** Admin staff are in the process of completing the FY 2014 DPHHS contract budget for submission to the state for review this week. As noted in last month's report, initial FY 2014 estimates from DPHHS include the next round of federal funding cuts due to sequestration. We recently received word that we will receive a small additional cut, but we do not have actual numbers yet. However, these cuts will in large part be offset by new state funding that includes additional money for aging services. Because the allocations are based on population increases recorded in the 2010 census, Flathead County will receive a net increase. The increase was initially estimated at \$27,725, but we expect this will be reduced.
 - **Technology:**
 - IT recently reviewed AOA's computer needs as part of an overall effort to help us upgrade hardware and software to bring us in line with the rest of the County. We have identified several computers that we can retire in the near term without replacing. However, we also need to replace all but a few of the remaining computers with new ones that will have upgraded operating systems and other software that can be supported. We anticipate that most of them can be purchased through programs that have a substantial fund balance. We will be asking for modification to the FY 2014 budget to allow for these purchases.
 - Other increased IT costs in FY 2014 include internet usage charges for Eagle Transit due to use of the RouteMatch software (paid to IT) and the annual software support contract for Routematch (paid to Routematch). We will also ask to adjust the FY 2014 budget to allow for these costs
 - **Fuel Costs:** The FY 2014 budget recently reviewed by the Commissioners did not include the increased fuel costs and so should be adjusted accordingly.
 - **Note:** The increases in fuel and technology costs for Eagle Transit will be managed by reducing personnel costs (currently 2 vacant driver positions) and modifying service routes as necessary.

Legislative Issues

- **Community First Choice**
 - Lisa was appointed by Governor Bullock to the Community First Choice (CFC) Development and Implementation Council and participated in the first meeting on 6/13/13 in Helena. Representation of aging services is critical as the aging population has concerns and issues that are distinctive from and in addition to disability-related functional needs. Existing AOA services complement CFC service in two ways:
 - 1) AOA provides in-home services to individuals whose incomes are too high for them to qualify for Medicaid and/or who may not yet meet the level of care criteria for nursing home or other institutional care (required to receive CFC services) but who need help to maintain their independence, and
 - 2) AOA provides some services (like Meals on Wheels and I&R) in conjunction with and in some instances paid for by Medicaid home and community-based services. There may be other opportunities for AOA to provide Medicaid-paid services as CFC unfolds.
 - The Affordable Health Care Act established CFC as part of a package of federal initiatives intended to reduce expensive institutional care by encouraging states to provide more cost-effective home and community-based services.
 - To support states to "re-balance" their service systems, the Centers for Medicare and Medicaid Services (CMS) will fund CFC services at an enhanced 6% federal match (that does not phase out). For Montana, that means the federal government will cover 72% of the cost of the program (as opposed to the current matching rate of 66%).
 - Montana already offers Personal Care Services (PCS) as part of its Medicaid State Plan and so will use that service as the platform upon which to build the more comprehensive service array for CFC. Eligibility will be expanded to include those who meets the level of care criteria for any institutional setting.
 - Montana is one of just a handful of states that are in the process of amending their state plans to include CFC. California is the only state that already has a functioning program.

M4A

- The next M4A conference call will be on 6/20/13. The next quarterly meeting will be held in Havre the last week of August.
- As mentioned in last month's report, we've been approved to host the 2014 Governor's Conference on Aging. The conference provides two days of education on aging issues, offers the opportunity for stakeholders to network and share innovative ideas and supports the local economy. The dates have been set for May 6th and 7th at the Red Lion Hotel. We are already starting to work on the content.

Building

- New building: The Commissioners agreed to the addition of a new building for AOA in the Capital Improvement Plan at a cost of \$2 million.
- Kelly Road: The approved changes are complete. Staff have moved into the new office space up front, and the floors in the kitchen and dining area have been resealed. **Thanks again to IT and Maintenance for all their help!**

Advisory Council

- The AOA Advisory Council and Finance Committee meetings were not held this month due to a scheduling conflict with Lisa's CFC meeting on 6/13/13. Members agreed to substitute participation in the Older Americans Picnic on 6/21/13 for the official meeting.

Strategic Planning

- Focus groups continue to be in the process of being transcribed by an AOA Council member. Once the transcriptions and analysis are completed they will inform the strategic plan and the next Area Plan.

Research and Program Evaluation

- We volunteered to help facilitate a study by the U.S. Administration on Community Living on the effectiveness of different approaches to service provision to inform better delivery of long-term services and supports (LTSS) and are now screening clients for eligibility and interest in participating.
- We've been randomly selected to participate in the U.S. Department of Health and Human Service's Eighth National Survey of Older Americans Act Participants in coordination with the Montana DPHHS and are now in the process of helping the state finalize the list of clients to be surveyed.

Outreach/Education/Media - Increased outreach is a goal in our Area Plan on Aging (Oct. 2011- Sept. 2015)

- On 6/4/13 AOA staff met with Ryan Murray, the new Senior Reporter at the Daily Interlake, to discuss education, outreach and human interest stories related to AOA.
- Insty-Prints donated free posters to advertise the Older Americans Picnic and these were placed in senior housing complexes and public places countywide. Thank you Insty-Prints!
- The Daily Interlake plans to cover the Older Americans Picnic.
- Transportation Manager Dave Polansky is scheduled to attend the Whitefish Chamber of Commerce meeting on 6/26/13 to discuss opportunities for public and private transportation collaboration.
- Lisa Sheppard gives weekly brief presentations about AOA events and services every Wednesday morning at BNI.
- Software for AOA that will allow us to post statistics, reports, menus, I&R info, newsletters and other items on the AOA page on the county website has arrived. We are in the process of scheduling with IT to train staff on its use.

Eagle Transit

- May 2013 ridership was 8,353 compared with 7,827 in May 2012. FY13 ridership to date is 86,930 up 2% from last year's total at this time of 85,167. Annual target is 78,750 or approximately 6,562 rides per month. The average for this fiscal year through May 2013 is 7,902 rides per month. We are on track to total more than 90,000 rides this fiscal year.

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- LSC Transportation Consultants continue to work on the new Five Year Transit Development Plan. They completed the assessment of current demographics and services, have met with multiple stakeholder groups and plan to present the draft of the final report to the Transportation Advisory Board in July.
- On May 23, 2013 Eagle Transit underwent a surprise inspection from the Department of Transportation. DOT commended staff on their care of the fleet.
- The Eagle Transit Advisory Board met on 6/6/13. Topics of discussion included an update on the status of the Five Year Transit Development Plan, GNP service and contract, and pursuit of a grant for bus cameras.
- Activation of the Routematch automated call system is imminent. Rides can request automated confirmation of their pick-up times be made via email, text, phone message or by a live person.
- Training for Glacier Park drivers starts today.
- A bus accident occurred on 6/3/13. No passengers were injured but it did result in damage to the bus.

Nutrition

- Total meals served in May were 6,928. Congregate meals totaled 3,480 and home delivered meals totaled 3,448. There were 31 new home-delivered customers for a yearly total of 331 and 32 new congregate customers for a yearly total of 991. Total meals served this fiscal year as of 5/31/13 were 70,338. Average meals served per month to date is 6,394, which is slightly over the FY 2012 average of 6,370 meals per month. Our target for FY 2013 is 77,250 (monthly average 6,437).
- The "Bring a Friend" initiative continues in partnership with Senior Centers to encourage congregate dining.
- Nutrition staff met with Maintenance staff to discuss replacing kitchen mats for ease of cleaning and maintaining new painted surface. New mats were purchased as recommended.
- The Older Americans Picnic is scheduled for Friday June 21, 2013 at the Expo Building at the Fairgrounds. The doors open at 10:45 a.m. Food will be served from 11:45 a.m. to 1 p.m. RSVP members and 4H participants will volunteers for a variety of tasks, including set up, dessert preparation, decorating, sign-in tables, serving and clean up. We'd love to have Commissioners join us. **Thanks to Flathead Electric for their donation to the picnic!**

I & R/Assistance

- May 2013 Independent Living statistics include:
 - 235 hours of homemaker services (3,074 through 5/31/13, an average of 279 per month); our annual target is 3,675 or an average of 306 hours per month
 - 13 new clients in May; total number through 5/31/13: 162
 - 143 hours of escort/errand services (1,701 through 5/31/13, an average of 155 per month); there is no workload indicator for this service in the FY 2013 budget
 - 7 new clients in May; total number of escort/errand clients through 5/31/13: 67
 - 254 hours of respite (2,560 through 5/31/13, an average of 233 per month); our annual target is 3,500, which averages 292 hours per month.
 - 1 new client in May; total number of respite clients through 5/31/13: 68
 - All who were on the IL waiting lists are now receiving services
- May I&R statistics:
 - 12 clients provided legal assistance
 - 1,277 I&R contacts
 - 32 telephone reassurance calls
 - 161 hours of SHIP counseling
 - 207 home visits to at risk clients
- 20 Ombudsman visits to nursing homes and assisted living facilities
- AOA Program Manager Susan Kunda is also the only Ombudsman for all of Flathead County. We had anticipated that the state would have additional funding for AOA for another Ombudsman. However, we recently learned those funds will not materialize. We plan to request shortly to replace a now vacant OAIL position with an Ombudsman position.
- IT is working with AOA staff to replace an outdated database and we are looking forward to the much-needed new system. **Thanks again to IT!**

RSVP

- The RSVP Advisory Board met on 5/30/13.
- Grant update:
 - Program and federal financial reports were completed for last year's grant
 - Financial reports completed for first quarter of new grant cycle
 - Compliance monitoring visit scheduled for July
 - Sue participated in a series of new Director training teleconferences
- May Statistics:
 - 499 active volunteers
 - 2 new volunteers enrolled and placed
 - 215 volunteers served 5,902 hours (x \$10.58 = \$62,443)
 - 82 workstations
 - Volunteer opportunities are emailed bi-weekly
 - RSVP volunteers participated in the Veterans Stand Down on 5/11/13
 - RSVP facilitated the distribution of donated bedding from the Red Lion Hotel to area nonprofits
- Plans are underway for:
 - The Older Americans Picnic this week
 - The NWMT Fair in August
 - The annual Volunteer Recognition banquet in September.

Senior Mobile Home Repair

- The Advisory meeting was held 6/11/13.
- Two projects were completed; six are in progress.
- Funding:
 - \$200 received from Kalispell Rotary
 - \$500 pledged from Kalispell Soroptimists
 - \$5000 pledged from the Washington Foundation
 - Awaiting word on \$3,500 from BNSF and \$2000 from Plum Creek
- Discussed plan to showcase program at 2014 Governor's Conference.

Senior Centers - A primary AOA focus is outreach to area Senior Centers to build relationships, extend support, and explore new opportunities for partnership.

- Eagle Transit is providing transportation from the Whitefish Community Center to the Older Americans Picnic.
- RSVP and the Kalispell Senior Center are planning a collaborative gift-wrapping fundraiser.
- AOA admin staff will be meeting before the end of the month with Senior Center representatives to review changes to the FY 2013 budget and plans for FY 2014 budget related to payments to Centers.

DOCUMENT FOR SIGNATURE: PURCHASE OF DS850/ ELECTION DEPT.

9:15:07 AM

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Clerk & Recorder Paula Robinson, Recording & Election Manager Monica Eisenzimer, Clerk Kile

Commissioner Scott made a motion to approve signature of the document to purchase a DS850 for the Election Department. Commissioner Krueger **seconded** the motion. **Aye** – Holmquist, Scott and Krueger. Motion carried unanimously.

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(Continued)

AUTHORIZATION TO PUBLISH NOTICE OF PUBLIC HEARING: NORTH 40 RESORT ZONE CHANGE/ S.E. RURAL WHITEFISH & SCENIC CORRIDOR ZONING DISTRICTS

9:19:01 AM

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Planner Eric Mack, Clerk Kile

Commissioner Krueger made a motion to authorize publication of the Notice of Public Hearing/ North 40 Resort zone change. Commissioner Scott **seconded** the motion. **Aye** – Holmquist, Scott and Krueger. Motion carried unanimously.

NOTICE OF PUBLIC HEARING

The Board of Commissioners of Flathead County, Montana, hereby gives notice pursuant to Section 76-2-205(1), M.C.A., that it will hold a public hearing to consider a request by North Forty Resort Corp to change the zoning designation on 20 acres of a 39.67 acre parcel from SAG-10 (Suburban Agricultural) to BR-2 (Resort Business) only on the northern half of the tract in the S.E. Rural Whitefish Zoning District leaving the southern half zoned Scenic Corridor.

The boundaries of the area proposed to be amended from SAG-10 to BR-2, that area being described as Tract 1 of Certificate of Survey No. 10739, (Assessor's Tract 7A), a tract of land in the East half of the Southwest Quarter (E ½ SW ¼) of Section 10, Township 30 North, Range 21 West, P.M.M., Flathead County, Montana.

The proposed change would generally change the character of the zoning regulations applicable to the property from a district designed to protect and preserve agricultural land for the performance of limited agricultural functions and to provide a buffer between urban and unlimited agricultural uses, encouraging concentration of such uses in areas where potential friction of uses will be minimized, and providing for estate type residential development, to an area intended to provide for diversity of low density resort facilities and dispersed recreational activities on sites consisting of twenty acres or more where ownership of the land and facilities is vested in a single entity.

The regulations defining the SAG-10 and BR-2 Zones are contained in the Flathead County Zoning Regulations, on file for public inspection at the Office of the Clerk and Recorder, Courthouse, 800 South Main, Kalispell, Montana, at the Flathead County Planning and Zoning Office, 1035 1st Avenue West, Kalispell, Montana, and on the Flathead County Planning and Zoning Office's website, at: http://flathead.mt.gov/planning_zoning/downloads.php. Documents related to the proposed zone change are also on file for public inspection at the Office of the Clerk and Recorder and the Flathead County Planning and Zoning Office.

The public hearing will be held on the **5th day of August, 2013, at 10:30 o'clock a.m.**, in the Office of the Board of Commissioners of Flathead County, Courthouse, Third Floor, Kalispell, Montana. At the public hearing, the Board of Commissioners will give the public an opportunity to be heard regarding the proposed change to the S.E. Rural Whitefish Zoning District.

DATED this 17th day of June, 2013.

BOARD OF COUNTY COMMISSIONERS
Flathead County, Montana

ATTEST:
Paula Robinson, Clerk

By/s/Pamela J. Holmquist
Pamela J. Holmquist, Chairman

By/s/Diana Kile
Diana Kile, Deputy

Publish on July 22 and July 29, 2013.

BOARD APPOINTMENTS: LIBRARY BOARD, COLUMBIA FALLS CEMETERY BOARD AND RSVP BOARD

9:20:05 AM

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Library Director Kim Crowley, Jane Lopp, Al Logan, Clerk Kile

Commissioner Krueger made a motion to re-appoint Jane Lopp to the five-year term to the Library Board. Commissioner Scott **seconded** the motion. **Aye** – Holmquist, Scott and Krueger. Motion carried unanimously.

Commissioner Krueger made a motion to appoint Terrill Guidi to the two-year term to the Library Board. Commissioner Scott **seconded** the motion. **Aye** – Holmquist, Scott and Krueger. Motion carried unanimously.

Commissioner Krueger made a motion to appoint Ryan Griffith to the Columbia Falls Cemetery Board. Commissioner Scott **seconded** the motion. **Aye** – Holmquist, Scott and Krueger. Motion carried unanimously.

Commissioner Krueger made a motion to appoint Chuck Wilhoit to RSVP. Chairman Holmquist **seconded** the motion. **Aye** – Holmquist and Krueger. **Opposed** – Scott. Motion carried by quorum.

AWARD BID: AUDIT SERVICES/ FINANCE DEPT.

9:23:36 AM

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Finance Director Sandy Carlson, Clerk & Recorder Paula Robinson, Clerk Kile

Carlson reported the Finance Committee unanimously recommended the selection of Anderson, ZurMuehlen & Company as the auditor for Flathead County.

Commissioner Scott made a motion to approve Anderson ZurMuehlen & Company as the auditors. Commissioner Krueger **seconded** the motion. **Aye** – Holmquist, Scott and Krueger. Motion carried unanimously.

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DOCUMENTS FOR SIGNATURE: DPHHS CONTRACT #14-07-3-01-005-0, #13-07-5-21-008-0, #14-07-4-51-102-0

9:24:26 AM

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Clerk Kile

Commissioner Krueger made a motion to approve for signature DPHHS Contract #14-07-3-01-005-0. Commissioner Scott **seconded** the motion. **Aye** – Holmquist, Scott and Krueger. Motion carried unanimously.

Commissioner Scott made a motion to approve for signature DPHHS Contract #13-07-5-21-008-0. Commissioner Krueger **seconded** the motion. **Aye** – Holmquist, Scott and Krueger. Motion carried unanimously.

Commissioner Krueger made a motion to approve for signature DPHHS Contract #14-07-4-51-102-0. Commissioner Scott **seconded** the motion. **Aye** – Holmquist, Scott and Krueger. Motion carried unanimously.

CONSIDERATION OF H.R. TRANSMITTALS: DETENTION MEDICAL TECH/ SHERIFF'S OFFICE JOB DESCRIPTION & POSITION CHANGE; OFFICE NURSE, SHERIFF'S OFFICE JOB DESCRIPTION CHANGE; DEPUTY HEALTH OFFICER/ HEALTH DEPT. NEW POSITION

9:30:52 AM

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, H. R. Director Tammy Skramovsky, Sheriff Chuck Curry, Health Dept. Director Joe Russell, Clerk Kile

Skramovsky explained that currently the Sherriff's Office has two nurse positions in the jail and one of them is currently vacant; instead of replacing that position, they would like to fill the position with a Medical Technician that will result in a significant salary savings. She further explained during the day an RN would be retained, and during the second shift a Medical Technician would be utilized.

Commissioner Krueger made a **motion** to approve the H.R. transmittal to create a position for a Medical Technician. Commissioner Scott **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

Commissioner Krueger made a **motion** to create a job description for a Medical Technician. Commissioner Scott **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

Commissioner Scott made a **motion** to approve the H.R. transmittal to update the Sheriff's Office nurse job description. Commissioner Krueger **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

Skramovsky noted the Deputy Health Officer position is a new position budgeted for in the fiscal 2014 budget

Commissioner Krueger made a **motion** to approve the H.R. transmittal for a new position/ Deputy Health Officer for the Health Department. Commissioner Scott **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

MEETING W/ MYNI FERGUSON AND KAREN BURKETT RE: ANIMAL SHELTER

This meeting was cancelled.

MEETING W/ DAVE PRUNTY, ROAD DEPT. RE: PURCHASE OF USED PUG MILL

9:45:03 AM

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Public Works Director Dave Prunty, Road & Bridge Fleet Supervisor Corey Pilsch, Road & Bridge Foreman Ovila Byrd, Finance Director Sandy Carlson, Clerk Kile

Prunty met with the commission and explained every fall the Road Department rents a PUG mill to mix their salt/sand mixture for winter use. He stated that over the years they are finding it more and more difficult to rent one. Prunty reported a PUG mill has been found in the price range of \$70,000 - \$75,000 that they would like to purchase out of CIP funds.

General discussion was held relative to county policy and state law that pertains to going out for bid if an item is over \$50,000. Prunty noted during the legislative session this year the \$50,000 limit was changed to \$80,000, yet the county policy has not yet been changed.

Carlson pointed out Senate Bill 77 was effective immediately and the county policy will be changed.

Commissioner Krueger made a **motion** to allow the Road Department to go outside current county policy to purchase a PUG mill based on SB77. Commissioner Scott **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

Prunty further spoke about the amount of gravel crushing that need done this year and asked the commission if they supported the use of PILT funds. The commission unanimously supported the use of PILT funds.

DOCUMENT FOR SIGNATURE: PROFESSIONAL SERVICES CONTRACT/ DUSING, SHERIFF'S OFFICE

10:01:04 AM

Present: Chairman Pamela J. Holmquist, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Clerk Kile

Commissioner Krueger made a motion to approve for signature the professional services contract with Dusing. Commissioner Scott **seconded** the motion. **Aye** – Holmquist, Scott and Krueger. Motion carried unanimously.

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COMPENSATION BOARD MEETING

1:00:54 PM

Present: Chairman Gary D. Krueger, Commissioner Calvin L. Scott, Commissioner Gary D. Krueger, Assistant Mike Pence, Deputy County Attorney Tara Fugina, Finance Director Sandy Carlson, Treasurer Adele Krantz, Finance Technician Amy Dexter, Superintendent of Schools Marcia Sheffels, Clerk & Recorder Paula Robinson, H.R. Director Tammy Skramovsky, Clerk Kile

Commissioner Krueger made a **motion** to approve a 3% COLA increase. Commissioner Scott **seconded** the motion. **Aye** - Holmquist, Scott and Krueger. Motion carried unanimously.

7:00 p.m. Commissioner Holmquist: River Commission meeting

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on June 18, 2013.

TUESDAY, JUNE 18, 2013

The Board of County Commissioners met in continued session at 8:00 o'clock A.M. Chairman Holmquist, Commissioner Scott and Krueger, and Clerk Robinson were present.

8:30 a.m. Commissioner Scott: Columbia Falls Urban Highway Planning meeting @ MDOT Office

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on June 19, 2013.

WEDNESDAY, JUNE 19, 2013

The Board of County Commissioners met in continued session at 8:00 o'clock A.M. Chairman Holmquist, Commissioner Scott and Krueger, and Clerk Robinson were present.

11:00 a.m. County Attorney meeting @ Co. Atty's Office

12:30 p.m. Commissioner Scott: Safe Kids Safe Communities Coalition meeting

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on June 20, 2013.

THURSDAY, JUNE 20, 2013

[Audiofile](#)

The Board of County Commissioners met in continued session at 8:00 o'clock A.M. Chairman Holmquist, Commissioner Scott and Krueger, and Clerk Robinson were present.

Commissioner Scott PT opened public comment on matters within the Commissions' Jurisdiction, no one present to speak, Commissioner Scott PT closed the public comment period.

BI-MONTHLY MEETING W/JED FISHER, WEED/PARKS/MAINTENANCE DEPARTMENT

9:00:26 AM

Present: Commissioner Calvin L. Scott PT, Commissioner Gary D. Krueger, Assistant Mike Pence, Weed/Parks/Maintenance Director Jed Fisher, Clerk Kile

Absent: Chairman Pamela J. Holmquist

Fisher met with the commission and spoke about the ever increasing workload the Maintenance Department is getting with various work orders being sent to them that could be done by the department requesting the help. He spoke about possibly hiring a part-time FTE to do the miscellaneous jobs over and above what their department does in order to get them done in a timely fashion. In other business, he presented an update on moving the Evolution of Law monuments; reviewed weed control income statistics; reviewed participation statistics for recreational sports; spoke about preparation of a business plan for a proposed recreational sports gymnasium; reviewed current procedures used for permitting alcohol use in parks; reviewed the status of possible expansion of Volunteer Park in Lakeside; spoke about recovering costs from players using Conrad Complex.

**THURSDAY, JUNE 20, 2013
(Continued)**

QUARTERLY MEETING W/DEBBIE PIERSON, GRANT WRITER

9:30:23 AM & 9:45:00 AM

Present: Commissioner Calvin L. Scott PT, Commissioner Gary D. Krueger, Assistant Mike Pence, Grant Writer Debbie Pierson, Weed/Parks/Maintenance Director Jed Fisher, Allen Wendt, Clerk Kile

Absent: Chairman Pamela J. Holmquist

Pierson reported a meeting would be held today to start the process for a Phase 1 assessment next door at the old jail for a remodeling project.

CONSIDERATION OF ADOPTION OF RESOLUTION NO. 604B/ FAIR HOUSING

9:31:11 AM

Present: Commissioner Calvin L. Scott PT, Commissioner Gary D. Krueger, Assistant Mike Pence, Grant Writer Debbie Pierson, Weed/Parks/Maintenance Director Jed Fisher, Allen Wendt, Clerk Kile

Absent: Chairman Pamela J. Holmquist

Pierson reported in the process of collecting compliance documents that if was found the fair housing resolution needed updated.

Commissioner Krueger made a **motion** to approve for signature Resolution 604B/ Fair Housing. Commissioner Scott PT **seconded** the motion. **Aye** - Scott and Krueger. Motion carried by quorum.

RESOLUTION NO. 604B/ FAIR HOUSING RESOLUTION

Whereas, the Flathead County Board of Commissioners desires to give meaning to the guarantees of equal rights contained in the Constitution and laws of this State and the United States, and to encourage and bring about mutual self-respect and understanding among all citizens and groups in Flathead County and,

Whereas, under the Federal Fair Housing Law, Title VIII of the Civil Rights Act of 1968, it is illegal to deny housing to any person because of race, color, religion, sex, or national origin; and,

Whereas, under the Montana State Fair Housing Law, Title 49-2-305, MCA, it is illegal to deny housing to any person because of race, sex, religion, color, age, physical or mental handicap or national origin;

Therefore, be it resolved Flathead County, Montana makes a firm commitment to do all within its power to eliminate prejudice, intolerance, disorder and discrimination in housing.

Therefore, be it also resolved that a Fair Housing Law poster which has the "Equal Housing Opportunity " logo will be displayed at the Flathead County Courthouse.

Therefore, be it also resolved that the following procedures will be used to accomplish the purpose of this Resolution:

1. This resolution shall be posted in public areas of County buildings.
2. All Flathead County employees shall immediately forward any reports they receive of housing discrimination to the office of the Flathead County Board of Commissioners.
3. The office of the Flathead County Board of Commissioners shall forward such complaints to the Montana Human Rights Commission, Department of Labor and Industry, P.O. Box 1728, Helena, Montana 59624-1728, within 10 days of receipt of said complaint.

BE IT FURTHER RESOLVED that the above appropriation shall become effective on June 20, 2013.

BOARD OF COUNTY COMMISSIONERS
Flathead County, Montana

By/s/Absent
Pamela J. Holmquist, Chairman

ATTEST:
Paula Robinson, Clerk

By/s/Calvin L. Scott, PT
Calvin L. Scott, Member

By/s/Diana Kile
Diana Kile, Deputy

By/s/Gary D. Krueger
Gary D. Krueger

DOCUMENT FOR SIGNATURE: AE2S CONTRACT ADDENDUM NO. 1/ BIGFORK STORMWATER PROJECT SAMPLING

9:31:15 AM

Present: Commissioner Calvin L. Scott PT, Commissioner Gary D. Krueger, Assistant Mike Pence, Grant Writer Debbie Pierson, Weed/Parks/Maintenance Director Jed Fisher, Allen Wendt, Clerk Kile

Absent: Chairman Pamela J. Holmquist

Pierson noted the next three documents pertain to extending a contract regarding the Bigfork Stormwater project. The extension will allow the engineer enough time to capture the remaining samples that still need to be collected and then closed out by fall of 2014.

Commissioner Krueger made a **motion** to approve for signature AE2S Contract Addendum No. 1/ Bigfork Stormwater Project Sampling. Commissioner Scott PT **seconded** the motion. **Aye** - Scott and Krueger. Motion carried by quorum.

THURSDAY, JUNE 20, 2013
(Continued)

DOCUMENT FOR SIGNATURE: 48 NORTH MASTER SERVICES CONTRACT ADDENDUM NO. 2/ BIGFORK STORMWATER PROJECT

9:33:05 AM

Present: Commissioner Calvin L. Scott PT, Commissioner Gary D. Krueger, Assistant Mike Pence, Grant Writer Debbie Pierson, Weed/Parks/Maintenance Director Jed Fisher, Allen Wendt, Clerk Kile

Absent: Chairman Pamela J. Holmquist

Commissioner Krueger made a **motion** to approve document for signature 48 North Master Service Contract Addendum No. 2/ Bigfork Stormwater project. Commissioner Scott PT **seconded** the motion. **Aye** - Scott and Krueger. Motion carried by quorum.

DOCUMENT FOR SIGNATURE: WHITEFISH LAKE INSTITUTE SERVICES CONTRACT ADDENDUM NO. 2/ BIGFORK STORMWATER PROJECT

9:33:30 AM

Present: Commissioner Calvin L. Scott PT, Commissioner Gary D. Krueger, Assistant Mike Pence, Grant Writer Debbie Pierson, Weed/Parks/Maintenance Director Jed Fisher, Allen Wendt, Clerk Kile

Absent: Chairman Pamela J. Holmquist

Commissioner Krueger made a **motion** to approve document for signature Whitefish Lake Institute Services Contract Addendum No. 2/ Bigfork Stormwater project. Commissioner Scott PT **seconded** the motion. **Aye** - Scott and Krueger. Motion carried by quorum.

BOARD APPOINTMENT: WEST VALLEY RURAL FIRE DISTRICT

9:45:27 AM

Present: Commissioner Calvin L. Scott PT, Commissioner Gary D. Krueger, Assistant Mike Pence, Clerk Kile

Absent: Chairman Pamela J. Holmquist

Commissioner Krueger made a **motion** to appoint Kurt Carda to West Valley Rural Fire District as a trustee. Commissioner Scott PT **seconded** the motion. **Aye** - Scott and Krueger. Motion carried by quorum.

CONSIDERATION OF PRINT BID: COUNTY ATTORNEY'S OFFICE & HEALTH DEPT.

9:46:14 AM

Present: Commissioner Calvin L. Scott PT, Commissioner Gary D. Krueger, Assistant Mike Pence, Clerk Kile

Absent: Chairman Pamela J. Holmquist

Commissioner Scott PT read the print bid from Eagle Flight Business Forms for 5,000 #10 regular envelopes for \$168.85.

Commissioner Krueger made a **motion** to award the print bid for the County Attorney's Office to Eagle Flight Business Forms. Commissioner Scott PT **seconded** the motion. **Aye** - Scott and Krueger. Motion carried by quorum.

Commissioner Scott PT read the print bid from Insty Prints for 500 business cards each for 9 employees for \$309.60 and 500 Depo-Provera cards for \$126.14.

Commissioner Krueger made a **motion** to award the print bid to Insty Prints for the Health Department. Commissioner Scott PT **seconded** the motion. **Aye** - Scott and Krueger. Motion carried by quorum.

DOCUMENTS FOR SIGNATURE: DPHHS CONTRACTS #14-07-3-31-023-0 & #14-07-6-11-018-0

9:48:16 AM

Present: Commissioner Calvin L. Scott PT, Commissioner Gary D. Krueger, Assistant Mike Pence, Clerk Kile

Absent: Chairman Pamela J. Holmquist

Commissioner Krueger made a **motion** to approve for signature DPHHS Contract #14-07-3-31-023-0. Commissioner Scott PT **seconded** the motion. **Aye** - Scott and Krueger. Motion carried by quorum.

Commissioner Krueger made a **motion** to approve for signature DPHHS Contract #14-07-6-11-018-0. Commissioner Scott PT **seconded** the motion. **Aye** - Scott and Krueger. Motion carried by quorum.

CONSIDERATION OF LAKESHORE PERMIT FEE WAIVER: WEED & PARKS DEPT.

9:49:16 AM

Present: Commissioner Calvin L. Scott PT, Commissioner Gary D. Krueger, Assistant Mike Pence, Planning & Zoning Director B. J. Grieve, Planner Bailey Minnich, Weed/Parks/Maintenance Director Jed Fisher, Clerk Kile

Absent: Chairman Pamela J. Holmquist

Minnich reviewed the request submitted by Flathead County Weed & Parks Department for a variance to add additional fill in Volunteer Park in Lakeside.

THURSDAY, JUNE 20, 2013
(Continued)

Commissioner Krueger made a **motion** to approve waiving the fee for Lakeshore Permit FLV 13-06. Commissioner Scott PT **seconded** the motion. **Aye** - Scott and Krueger. Motion carried by quorum.

CONSIDERATION OF ADOPTION OF RESOLUTION: ADMINISTRATIVE FEES/PLANNING & ZONING OFFICE

10:01:00 AM

Present: Commissioner Calvin L. Scott PT, Commissioner Gary D. Krueger, Assistant Mike Pence, Deputy County Attorney Tara Fugina, Planning & Zoning Director B. J. Grieve, Planner Bailey Minnich, Planner Eric Mack, Clerk Kile

Absent: Chairman Pamela J. Holmquist

Grieve briefly reviewed the following proposed amendments to their fee schedule.

1. Reduced fee for re-reviewing recently expired preliminary plats:

Recently the Flathead County Commissioners discussed the desirability of reducing the application fee for re-reviewing recently expired preliminary plats. The Commissioners discussed that reducing the fee may be a way to encourage viable projects to come back through review now that the economy is recovering. The reduced fee is justified because there are some efficiencies gained by our office when re-reviewing previously approved projects. A staff report from the previous review can be used as a template to start the re-review, the staff is likely familiar with the project and project location, and issues that were identified during the previous review will not require original research other than to properly update the information.

The accompanying policy statement clarifies that re-review does not mean that the project is reviewed under a previous version of the subdivision regulations. The policy statement also sets limits on this fee discount to avoid abuse. Projects may not be re-reviewed at the discounted rate if there are material changes that would trigger re-review anyway. For example, if a previously approved preliminary plat comes back for re-review and adds lots or materially changes the configuration of the project, it would require new work by FCPZ and the standard fee would apply. The reduced fee will only apply to preliminary plats that have expired no more than two years prior to the application for re-review and which contain no material changes except those needed to comply with the current regulations. Setting a time limit prevents projects reviewed and approved under older outdated regulations from requesting re-review at half price when clearly reviewing older projects requires starting over from scratch. Two years is the length of a standard extension agreement with the Commissioners and seems like a reasonable timeframe within which to allow a reduced fee due to institutional memory of a project, staff report formats, etc.

2. New fee for reviewing Buildings for Lease or Rent applications:

Soon Flathead County will adopt Building for Lease or Rent regulations, in conformance with SB324 from the 2013 legislature. These regulations will require review for development projects in unzoned areas that have 4 or more buildings or units for rent or lease. Since our office has not performed this review, I estimated the amount of work in the process based on SB324 and the model regulations provided by Dept. of Commerce CTAP. The process appears most similar to a first minor subdivision review.

Work involved would include administrative work to accept and process an application, review within 10 days for completeness, a site visit with associated time and travel costs, a staff report to review criteria for the projects along with associated research, time spent talking with concerned neighbors and/or the concerned developer or technical representative, administrative work for preparing applications for transmittal to the Commissioners, and administrative work at the Commission by Elaine (50% of Elaine's salary is paid by our office) to schedule the review and prepare approval/denial documents.

This fee may need to be amended as we experience the reviews and determine if they are more or less resource intensive on average than what is being estimated at this time.

3. New fee for reviewing Planned Unit Development *Final Plans*:

Reviewing a Planned Unit Development consists of a preliminary approval and a final approval, similar to a subdivision. The preliminary plan is first reviewed and approved, and conditions are placed on the project. Once the developer is ready to finalize the zoning overlay, they apply for final plan. The final plan application is reviewed for consistency with the preliminary plan and compliance with conditions that were placed on approval of the preliminary plan. The zoning overlay is then forwarded to the Commissioners for approval. After approval, the document becomes the zoning for the plan area and amendments are made to zoning maps.

Currently there is no fee for processing PUD final plan applications, and this has been a deficiency in the fee schedule for many years. The amount of work to review a PUD final plan is similar to a minor subdivision final plat and involves work by our office, the County Attorney's Office, the Commissioner's Office and GIS. Unlike the preliminary plan review or a subdivision final plat which requires more work the larger the project is, there is less connection to the scale of the project when reviewing a PUD final plan. Therefore, at this time I estimate a fee of \$400 to process a PUD final plan, with no additional per acre fee.

4. New fee for Lakeshore Permit/Variance extensions:

Extensions for lakeshore permits require time for staff to review the permit, write an extension letter, transmit the letter to Elaine, Elaine to schedule with the Commissioners and a letter to be sent to the landowner advising him or her of the extension. Additional work is done by our office when a cc of the letter comes back to our office and we change the follow-up date in our tracking calendar and ultimately either close the file a year later or advise them again of the upcoming expiration.

\$100 is an approximation of the work done by our office and the Commissioner's Office to process an extension request. While some cost more because of extenuating circumstances, others may cost less if they are simple and uncomplicated. It is only a 2-3 additional hours of staff time to process the original permit (writing the review and report) for one activity, hence the similarity of original permit fee and extension fee.

5. Reduced fee for floodplain permit extensions:

Floodplain extensions are processed similarly to lakeshore extensions but they are slightly more complicated due to more complex regulations governing the project (re-checking required PE review, adjoining landowner comments to consider for an extension, permits from other agencies on which we check expirations). However, floodplain extensions do not go to the Commissioners. It seems reasonable and consistent to reduce the extension fee for a floodplain permit to be similar to a lakeshore permit. Therefore the proposal is to reduce the fee to \$100.

Commissioner Krueger made a **motion** to adopt Resolution 1663G/ change of administrative fees. Commissioner Scott PT **seconded** the motion. **Aye** - Scott and Krueger. Motion carried by quorum.

RESOLUTION NO. 1663G

WHEREAS, the Flathead County Planning and Zoning Office administers the Flathead County Zoning Regulations, the Canyon Area Land Use Regulatory System, the Flathead County Subdivision Regulations, the Flathead County Lake and Lakeshore Protection Regulations, Flathead County Floodplain and Floodway Management Regulations and soon the Flathead County Buildings for Lease or Rent (BLR) Regulations;

WHEREAS, these regulations contain provisions whereby citizens may apply for permits, amendments, variances, appeals, revisions, reviews and extensions and these applications are processed by the Flathead County Planning and Zoning Office.

**THURSDAY, JUNE 20, 2013
(Continued)**

WHEREAS, the costs of processing permits, amendments, variances, appeals, revisions, reviews and extensions are offset by the charging of fees so as to not burden the general Flathead County taxpayer with paying for these processing services;

WHEREAS, the administrative fees charged for processing applications should generally attempt to match the costs associated with processing the particular type of application for which the fee is charged;

WHEREAS, fees should be reviewed when changes occur in regulations that require the addition, removal, increasing or decreasing of fees or when opportunities to improve the clarity, consistency and efficiency of the fees are recognized by the Flathead County Planning and Zoning Office;

WHEREAS, in June of 2013, the Flathead County Planning and Zoning Office prepared an analysis and justification for a new fee for Buildings for Lease or Rent review, a new fee for PUD final plan review, a 50% fee reduction for re-reviewing an expired preliminary plat, a new fee for reviewing lakeshore permit extension requests and a fee reduction for reviewing floodplain permit requests; and

NOW, THEREFORE, IT IS HEREBY RESOLVED, by the Board of Commissioners of Flathead County, Montana, that the fees collected by the Flathead County Planning and Zoning Office shall be as stated on the attached fee schedule.

BE IT FURTHER RESOLVED that the attached fee schedule shall be effective July 01, 2013.

Dated this 20th day of June, 2013.

BOARD OF COUNTY COMMISSIONERS
Flathead County, Montana

By/s/Absent
Pamela J. Holmquist, Chairman

By/s/Calvin L. Scott, PT
Calvin L. Scott, Member

By/s/Gary D. Krueger
Gary D. Krueger

ATTEST:
Paula Robinson, Clerk

By/s/Diana Kile
Diana Kile, Deputy

Effective 07/01/13 Flathead County Resolution #1663G	
FLATHEAD COUNTY PLANNING AND ZONING OFFICE ADMINISTRATIVE FEES & FEE POLICIES ¹	
SUBDIVISION ²	
Preliminary Plat:	
Major Subdivision ³	\$1,000+ \$75/lot*
First Minor Subdivision ⁴	\$500+ \$75/lot
First Minor Subdivision, Administrative Review	\$300+ \$50/lot
Major Subdivision "Material" Amendments (Prior to Planning Board public hearing)	50% of original fee*
First Minor Subdivision "Material" Amendments (Prior to Commission decision)	50% of original fee
Major Subdivision "Mid-Process Resubmit" (After Planning Board public hearing, prior to Commission decision)	50% of original fee*
Re-Review of an Expired Preliminary Plat ⁵	50% of new application fee*
*Add fee for certified mailing of adjacent property notification.	+\$5/address
Amendment(s) to an Approved Preliminary Plat:	
Review of Material Changes to an Approved Major Preliminary Plat	\$300+ \$50/lot*
Review of Material Changes to an Approved Minor Preliminary Plat	\$300+ \$50/lot
*Add fee for certified mailing of adjacent property notification.	+\$5/address
¹ All administrative fees are due at the time an application is submitted to FCPZ. FCPZ will accept cash, personal check or cashier's check for payment of administrative fees. Interpretation of administrative fees is the responsibility of the Planning Director but interpretations may be appealed to the Flathead County Commissioners. Applications are not considered received by FCPZ until all administrative fees are paid in full. Administrative fees are non-refundable, unless otherwise authorized in a specific regulatory process. Administrative fees may be waived for other Flathead County departments upon approval by the Flathead County Commissioners.	
² Applications terminated prior to being deemed sufficient shall receive a refund of 50% of the original application fee, plus 100% of per address notification fee if applicable (4.0.15(b) FCSR).	
³ Includes commercial and residential subdivisions of 6 or more lots, commercial and residential condominium developments of 6 or more units, subdivision by rent or lease of 6 or more spaces or units, and subsequent minor subdivisions reviewed as major subdivisions per Section 4.3 FCSR.	
⁴ Includes commercial and residential first minor subdivisions of 1-5 lots, commercial and residential condominium developments of 1-5 units and subdivision by rent or lease of 1-5 spaces or units.	
⁵ Preliminary plat application being re-reviewed must comply with currently applicable subdivision regulations, contain no material changes from original approval, and must have expired no more than two years prior to date of application for re-review.	

**THURSDAY, JUNE 20, 2013
(Continued)**

Final Plat	
Major Subdivision ⁶	\$800+ \$50/lot
Minor Subdivision ⁷	\$400+ \$50/lot
Minor Subdivision, Administrative Preliminary Plat Review	\$600+ \$75/lot
General Subdivision	
Subdivision Variance ⁸	+\$250/variance requested
Subdivision Improvement Agreement	+\$150
Preliminary Plat Extension Agreement	\$100
BUILDINGS FOR LEASE OR RENT (BLR)	
BLR Review	\$500+ \$50/building ⁹
PLANS¹⁰	
Neighborhood Plan Amendment	\$1,000+ \$30/acre (\$15,000 maximum fee)
New Neighborhood Plan	\$1,000+ \$30/parcel (\$15,000 maximum fee)
ZONING¹¹	
Flathead County Zoning Regulations	
New Zoning Districts ¹²	\$1200+ \$30/acre (\$15,000 maximum fee)
⁶ Includes "final plat" and "revised preliminary plat" review of major preliminary plats.	
⁷ Includes "final plat" and "revised preliminary plat" review of minor preliminary plats.	
⁸ Variances requested with major and minor subdivision applications. For "amended plat," "mid-process resubmitted plat" and "review of material change" applications, variance requests reviewed with original application and not impacted by amendments and/or material changes will not be charged a fee. Variances reviewed with original application and impacted by amendments and/or material changes will be charged 50% of variance fee. New variance requests as a result of the amendments and/or material changes requested will be charged full variance fee.	
⁹ "Building," as defined in the Flathead County Buildings for Lease or Rent (BLR) Regulations, includes both structures and units within a structure. For example, 2 buildings with 2 units in each = four units. Ten rental cabins = ten units. Subdivisions by rent or lease are not included.	
¹⁰ Fees listed are for "privately initiated" applications. There is no administrative fee for "publicly initiated" applications. "Publicly initiated" applications are only those initiated by a majority vote of the Flathead County Commissioners at the request of a majority vote of the Flathead County Planning Board and includes requests for updates to existing plans. New neighborhood plans, privately or publicly initiated, may only be initiated in conformance with the Flathead County Growth Policy and the Commissioner's guidelines of January 13, 2010.	
¹¹ Fees listed are for "privately initiated" applications. There is no administrative fee for "publicly initiated" applications. "Publicly initiated" applications are those initiated only by a majority vote of the Flathead County Commissioners at the request of a majority vote of the Flathead County Planning Board.	
¹² Per Sections 1.01.010 and 2.08.060 of the Flathead County Zoning Regulations.	
Zoning Map Amendment	\$800+ \$30/acre of land on which map amendment is requested (\$8,000 maximum fee)
Zoning Text Amendment	\$800
Planned Unit Development Preliminary Plan ¹³	\$800+ \$30/acre of land on which zoning overlay is requested. (\$8,000 maximum fee)
Planned Unit Development Final Plan	\$400
Variance	\$350 Residential (Single family) \$500 Residential (2 or more units) \$700 Other than residential
Conditional Use Permit	\$350 Residential (Single family) \$500 Residential (2 or more units) \$700 Other than residential
Administrative Conditional Use Permit	\$200 Single family residential \$300 Other than single family residential
Zoning Appeals	\$350
Billboard Permits	\$50 Maintenance/Remodeling \$250 Relocation
Canyon Area Land Use Regulatory System	
CALURS Text Amendment	\$800
Variance	\$350 Residential (Single family) \$500 Residential (2 or more units) \$700 Other than residential
Appeal	\$350
Minor Land Use Review	\$200 Residential \$300 Other than residential
Major Land Use Review ¹⁴	\$450 Small Scale* \$600 Large Scale, Single Structure * \$700 Large Scale, Multiple Structures, Units or Uses*
<i>*Add fee for certified mailing of adjacent property notification.</i>	+\$5/address
¹³ Includes new PUD overlays and amendments to existing PUD overlays.	
¹⁴ Small scale is defined as 50 or fewer average daily trips (ADT), large scale is defined as 51 or more. ADT calculations to determine scale and resulting fee are to include currently existing ADT plus new ADT resulting from the proposed new or expanding land use. ADT is calculated using the ITE Trip Generation Manual. ADT and application fee is to be calculated by FCPZ staff at the pre-application conference that is required for all CALURS land use reviews.	
LAKE & LAKESHORE	
Administrative Permit	\$150 base fee for one activity \$100 each additional activity
Standard Permit	\$250 base fee for one activity \$100 each additional activity
Lakeshore Variance	\$350 Minor \$1000 Major
Lakeshore Permit/Variance Extension	\$100
FLOODPLAIN	
Floodplain Permit	\$350
Floodplain Permit- Agricultural	\$250
Floodplain Permit- Dock or Ramp	\$250
Floodplain Permit Extension	\$100
Letter of Map Amendment (LOMA)	\$150
Letter of Map Revision (LOMR)	\$150
Floodplain Appeals/Variances	\$500

**THURSDAY, JUNE 20, 2013
(Continued)**

CONSIDERATION OF H. R. TRANSMITTALS: FINANCE DEPT. / WAGE INCREASE, DIRECTOR & HEALTH DEPT. / NEW POSITION, HEALTH CLINIC PHYSICIAN

10:15:42 AM

Present: Commissioner Calvin L. Scott PT, Commissioner Gary D. Krueger, Assistant Mike Pence, Deputy County Attorney Tara Fugina, H. R. Director Tammy Skramovsky, Clerk Kile

Absent: Chairman Pamela J. Holmquist

Commissioner Scott PT recommended the agenda item be moved forward on the calendar to when Chairman Holmquist is present for consideration in the matter.

Commissioner Krueger said he also agreed with the recommendation.

Skramovsky reviewed the proposed new position for a Health Clinic Physician, which she stated, is a new position for fiscal year 2014.

Commissioner Krueger made a **motion** to approve the H.R. Transmittal for a Health Clinic Physician. Commissioner Scott PT **seconded** the motion. **Aye** - Scott and Krueger. Motion carried by quorum.

CONSIDERATION OF ADOPTION OF RESOLUTION: PENNEY & TILLOTSON ZONE CHANGE/ HIGHWAY 93 NORTH ZONING DISTRICT

10:17:48 AM

Present: Commissioner Calvin L. Scott PT, Commissioner Gary D. Krueger, Assistant Mike Pence, Deputy County Attorney Tara Fugina, Planning & Zoning Director B. J. Grieve, Planner Eric Mack, Gerald Penney, Shannon Penney, Clerk Kile

Absent: Chairman Pamela J. Holmquist

Mack noted for the record seven protest letters were submitted and two letters of support were received.

Commissioner Krueger made a **motion** to approve Penney & Tillotson Final Resolution 837BZ. Commissioner Scott PT **seconded** the motion. **Aye** - Scott and Krueger. Motion carried by quorum.

RESOLUTION NO. 837 BZ

WHEREAS, the Board of Commissioners of Flathead County, Montana, held a public hearing, following publication of legal notice, on the 5th day of May, 2013, concerning a proposal to change the zoning designation in a portion of the Highway 93 North Zoning District from SAG-10 (Suburban Agricultural) to R-2.5 (Rural Residential);

WHEREAS, the Board of Commissioners did hear public comment on the proposed zoning change at that hearing;

WHEREAS, the Board of Commissioners reviewed the recommendation of the Flathead County Planning Board regarding the proposed change in the Highway 93 North Zoning District;

WHEREAS, based upon that recommendation and the public testimony, the Board of Commissioners of Flathead County, Montana, in accordance with Section 76-2-205, M.C.A., adopted a resolution of intention (Resolution No. 837 BY, dated May 6, 2013) to change the zoning designation of the property described on Exhibit A, in a portion of the Highway 93 North Zoning District from SAG-10 (Suburban Agricultural) to R-2.5 (Rural Residential); and

WHEREAS, notice of passage of that Resolution was published once a week for two weeks, on May 9 and May 16, 2013, and the Board of Commissioners did not receive written protests to the change from forty per cent (40%) of the owners of real property in the Highway 93 North Zoning District.

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of Flathead County, Montana, in accordance with Section 76-2-205(6), M.C.A., hereby amends the Highway 93 North Zoning District to change the zoning designation in a portion of the Highway 93 North Zoning District from SAG-10 (Suburban Agricultural) to R-2.5 (Rural Residential), that property being described on the attached Exhibit A.

DATED this 20th day of June, 2013.

BOARD OF COUNTY COMMISSIONERS
Flathead County, Montana

By/s/Absent
Pamela J. Holmquist, Chairman

ATTEST:
Paula Robinson, Clerk

By/s/Calvin L. Scott, PT
Calvin L. Scott, Member

By/s/Diana Kile
Diana Kile, Deputy

By/s/Gary D. Krueger
Gary D. Krueger

EXHIBIT A

A Zone Change request in the Highway 93 North Zoning Districts by Gerald Penney, Bartley & Ardith Tillotson, Barbara Penney and Thomas Penney. The proposal would change the zoning on 40.114 acres from SAG-10 (Suburban Agricultural) to R-2.5 (Rural Residential). The properties are located at 1100, 1130, 1150 and 1170 Hodgson Road and can legally be described as follows:

Assessors Tract 6B (Bartley & Ardith Tillotson): The Northwest Quarter of the Northeast Quarter of the Northeast Quarter (NW 1/4 NE 1/4 NE 1/4) of Section 28, Township 30 North, Range 21 West, P.M.M., Flathead County, Montana. Shown as Tract 1 of Certificate of Survey No, 12126

**THURSDAY, JUNE 20, 2013
(Continued)**

Assessors Tract 6 (Barbara Penney): The Southwest Quarter of the Northeast Quarter of the Northeast Quarter (SW 1/4 NE 1/4 NE 1/4) of Section 28, Township 30 North, Range 21 West, P.M.M., Flathead County, Montana. Shown as Tract 2 of Certificate of Survey No. 12126

Assessors Tract 6AA (Thomas Penney): The Northeast Quarter of the Northeast Quarter of the Northeast Quarter (NE 1/4 NE 1/4 NE 1/4) of Section 28, Township 30 North, Range 21 West, P.M.M., Flathead County, Montana. Shown as Tract 3 of Certificate of Survey No. 12126

Assessors Tract 6A (Gerald Penney): The Southeast Quarter of the Northeast Quarter of the Northeast Quarter (SE 1/4 NE 1/4 NE 1/4) of Section 28, Township 30 North, Range 21 West, P.M.M., Flathead County, Montana. Shown as Tract 4 of Certificate of Survey No. 12126

CONSIDERATION OF ADOPTION OF RESOLUTION: ELECTED OFFICIALS' SALARIES FY13-14

10:19:58 AM

Present: Commissioner Calvin L. Scott PT, Commissioner Gary D. Krueger, Assistant Mike Pence, Deputy County Attorney Tara Fugina, H. R. Director Tammy Skramovsky, Clerk Kile

Absent: Chairman Pamela J. Holmquist

Fugina noted the Compensation Board met and by a majority along with the commission agreed to increase the public official's salary with a 3% cost of living adjustment.

Commissioner Krueger made a **motion** to approve for signature Resolution 2360. Commissioner Scott PT **seconded** the motion. **Aye** - Scott and Krueger. Motion carried by quorum.

**RESOLUTION NO. 2360
ELECTED OFFICIALS SALARIES – 2013/2014**

WHEREAS, the Board of County Commissioners of Flathead County, Montana is required to fix the salaries of all elected officials by resolution by August 1, 2013, in accordance with Section 7-4-2504, M.C.A.;

WHEREAS, Section 7-4-2503(4), M.C.A., establishes a County Compensation Board to recommend of the base salary for county elected officials and that Board met and, having considered relevant factors, prepared a compensation schedule for the elected county officials for recommendation to the Board of Commissioners;

WHEREAS, the County Compensation Board recommended that for the 2013-14 fiscal year that elected officials salaries should be increased by a COLA of 3.0 percent to the base salary; and

WHEREAS, the Board of Commissioners reviewed the recommendation of the County Compensation Board and determined that the recommendation to increase elected officials salaries by a COLA of 3.0 percent is appropriate.

NOW, THEREFORE, BE IT RESOLVED, that the Board of County Commissioners of Flathead County, Montana, hereby fixes the annual salaries of the following elected officials, effective July 1, 2013, by adding a 3.0 percent COLA to the 2013-2014 base salary; plus adjustments provided by law for the Commissioners, Sheriff/Coroner, Treasurer/Assessor, Clerk and Recorder/Surveyor, and Superintendent of Schools; plus longevity for the Justices of the Peace and Sheriff as previously established, as follows:

Clerk of District Court	\$ 63,593.00
County Treasurer/Assessor	\$ 65,593.00
Justice of the Peace, Dept. 1	\$ 76,928.00
Justice of the Peace, Dept. 2	\$ 79,930.00
Clerk/Recorder/Surveyor	\$ 65,593.00
County Commissioners	\$ 65,593.00
Sheriff/Coroner	\$ 75,183.00
Superintendent of Schools	\$ 63,993.00
County Attorney	\$101,224.00

DATED this 20th day of June, 2013.

BOARD OF COUNTY COMMISSIONERS
Flathead County, Montana

By/s/Absent
Pamela J. Holmquist, Chairman

ATTEST:
Paula Robinson, Clerk

By/s/Calvin L. Scott, PT
Calvin L. Scott, Member

By/s/Diana Kile
Diana Kile, Deputy

By/s/Gary D. Krueger
Gary D. Krueger

CONSIDERATION OF COLA FY13-14

10:21:09 AM

Present: Commissioner Calvin L. Scott PT, Commissioner Gary D. Krueger, Assistant Mike Pence, Deputy County Attorney Tara Fugina, H. R. Director Tammy Skramovsky, Planner Eric Mack, Weed/Parks/Maintenance Director Jed Fisher, Clerk Kile

Absent: Chairman Pamela J. Holmquist

Fugina said historically the commissioners have used equivalent COLA increases for elected officials as well as employees of the county. The proposal before them is for a 3% cost of living adjustment increase for county employees. She pointed out usually the union contracts under negotiations and those covered by collective bargaining agreements as well as any employees whose salaries are frozen so their pay becomes commensurate with their position are excluded from COLA.

**THURSDAY, JUNE 20, 2013
(Continued)**

Commissioner Krueger asked if this information is what they have to have to move forward with the preliminary budget. He asked if there is a time when they would set the preliminary budget.

Pence pointed out that it is scheduled to be set on July 1, 2013. He noted payroll has quite a bit of work to do before hand.

Skramovsky explained the work they need to get done prior to the changes.

Commissioner Krueger said as everyone has been well aware he has been proposing modifications to matrixes the county has had. He pointed out he has proposed changes to matrixes for the attorneys staff and asked if this would be his opportunity to present those changes for consideration.

Pence asked Skramovsky from her perspective if they waited until next week if that would work for them.

Skramovsky said typically COLA is a separate issue than adjusting wages.

General discussion was held relative to the period of time needed to make salary adjustments and the proposed changes to salaries along with COLA.

Commissioner Krueger made a **motion** to approve a 3% COLA in addition they address the standard matrix at the 25¢ level, the attorneys at \$1.00 level, and ear mark additional funds for our Finance Director up to \$5,000 for our next budget. He then said after he gets a second he would like to table consideration until Chairman Holmquist is present.

Commissioner Scott PT said he is not comfortable seconding a motion that carries beyond the 3% COLA that was discussed with the Compensation Board and approved by them. The matter for matrix changes and individuals selected for raises I think should come forth as a separate issue from the 3% COLA and should come forth later on in the budgeting process, so I cannot second that motion.

Motion dies for lack of a second.

Commissioner Scott PT called for another motion.

Commissioner Krueger said I think this is going to come down to the last minute and I would like to do some of this ahead of time. He said I am a firm believer that the county provides services and you compensate those people for those services. If we are going to do that over a three-year period of correcting things that were done temporarily in the past where salaries were not increased the way they probably should have been. We have the money to do it today and I would like to see us earmark about \$450,000 toward those salary increases in this fiscal year. The 3% takes up approximately \$213,000 and the other increases would take up \$200,000; that being said if we are not going to make those adjustments to salaries then I am a proponent of not putting it into our savings account and give it back to the public in a form of a mill with less taxes on the revenue side. Krueger stated I do not believe that county government should tax to put money into a savings account. I am having a problem getting from where we are today to where I think we should be. He stated he would be happy to make a motion that would allow staff to start working on COLA, however, does not want to pass up the opportunity of that being tied to other increases or it tied to a tax reduction so would like it on the agenda again when more discussion can be held.

Fugina pointed out if the agenda item is addressing anything other than COLA that it be agenized that way as well.

12:00 p.m. Committee for a Better Bigfork meeting @ Methodist Church
1:00 p.m. Health Board meeting @ Earl Bennett Building

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on June 21, 2013.

FRIDAY, JUNE 21, 2013

The Board of County Commissioners met in continued session at 8:00 o'clock A.M. Chairman Holmquist, Commissioner Scott and Krueger, and Clerk Robinson were present.

10:00 a.m. AOA Older Americans Day Picnic at Fairgrounds

At 5:00 o'clock P.M., the Board continued the session until 8:00 o'clock A.M. on June 24, 2013.
